

MINUTES OF THE 8th JPSFA COMMITTEE MEETING FOR 2019

DATE: 7th August 2019
TIME: 2.30 pm
VENUE: JPSFA Meeting Room

Present:

Ms. Stephanie Lim	-	President
Mr. Douglas Choo	-	Vice-President
Mr. Chong Jit Chien	-	Secretary
Ms. Koh Mary Lin	-	Treasurer
Mr. Ramesh	-	Committee
Mr. Kenny Tee	-	Committee
Ms. HauSuatGuat	-	Committee
Mr. Lim Fern Yong	-	Committee
Mr. Mubarak Bin Mansor	-	Auditor
Mr. Gilbert Hee	-	Auditor

Absent with apologies:

Mr. Kelvin	-	Committee
Mr. Arvind	-	Committee
Mr. Elgy Ng	-	Committee
Ms. Yip See Wan	-	Committee

The President thanked the committee members for attending the 8th committee meeting.

The minutes were proposed passed by Mr.Kenny and seconded by Mr. Mubarak.

	Issues	Action	Action By
1.0	<p>Previous Matters:</p> <p>1) <u>Subscription Fees 2019</u> Agreed that we write off DGR Packaging as they are not keen to continue with our membership. Marin Selatan will revert on payment status by mid August.</p> <p>2) <u>AMH Gala Dinner</u> AMH Gala dinner to be held on 13th September at Austin and to be attended by Mr.Douglas, JC Chong, Mubarak, Kenny and Gilbert.</p>	<p>To issue CN</p> <p>To attend</p>	<p>Cecilia</p> <p>Appointed Committee</p>
2.0	<p>President's Report:</p> <p>1) <u>PTP N4 –Post N4 Go Live Meeting</u> PTP announced that the implementation at PTP is the smoothest of all ports on implementation. However we agree there were some initial teething issues during their first few days of implementation. Feedback from most users finds that the new system means more work for the forwarders and not a user friendly system. All forwarders must assign their own FA code by using another user ID and password for those shipping with Maersk line whereas it is done by liners for all other shipping lines.</p>		<p>For info</p>
3.0	<p>Vice-President's Report:</p> <p>1) No matters arising</p>		<p>For info</p>
4.0	<p>Secretary's Report:</p> <p>1) <u>Change of Title Deed</u> Received documents handed over from previous Secretary regarding the change of Title Deed. Will study and update in the next meeting on the status.</p>	<p>To update status</p>	<p>JC Chong</p>
5.0	<p>Treasurer's Report:</p> <p>The balances as at 31st July 2019 stands at: Cash in Hand: RM 1,000.00 Cash in Bank: RM 152,972.63 Fixed Deposit: RM 519,147.45</p> <p>Membership to-date is 152 members with another new member joined in July namely Southern Tonnes Cargo Services Sdn.Bhd.</p>		<p>For info</p> <p>For info</p>
6.0	<p>Training Courses:</p> <p>1) Stress Management Course scheduled to be held on 24th Sept 2019. To-date only 3 participants registered. Will resend reminder to members and see if we have enough participants to proceed with course.</p>	<p>Resend email on course</p>	<p>Cecilia</p>

7.0	<p>2) KEK Executive Course completed with 37participants.</p> <p>Have been informed that JKDM will be holding a meeting soon to propose to have only 1 common KEK course and certificate will be valid for 3 years followed by a refresher course after 3 years for validity of certificate.</p> <p>Other Matters:</p> <p>1) <u>DG Stickers</u> Costs of DG stickers have increased from RM100/100 pcs to RM130/100 pcs. Agreed to sell to members at RM10 per set of 4 pcs with effect from 1st September 2019 and to inform members accordingly.</p> <p>2) <u>Certificate Course as an Introduction to Maritime Law</u> Mdm. President suggested that association to send a committee to attend above and share with fellow committee on course information. Agreed by committee Mr. Mubarak to attend for the 3 day course from 19th to 21st August 2019 at subsidized rate of RM1708.90,</p> <p>3) <u>Charity Run</u> Update as at 7th August2019 Countdown: 16 days Participants: 804 (684/120) Sponsorship: RM60,400</p> <p>We will close registration as of today since we have reached our target of 800 participants and to concentrate of the final details for the event.</p> <p>Committee agreed that committee members should not wear crew t-shirt. Propose and agreed for committee to wear white polo t-shirt at RM37/pc with JPSFA logo only.</p> <p>Need to pursue further with MPKU if we need to pay any charges for setting up of 5 tents within ECO compound.</p> <p>The following committee have been assigned to be in-charge as follows:-</p> <p>Emcee/DJ/Zumba/Water distribution/Finishing Line - Celine Water Station – Gilbert Dustbin – Mubarak</p>	<p>To update on any changes</p> <p>To send notice on new rate</p> <p>To attend course</p> <p>To place order</p> <p>Follow-up with MPKU</p>	<p>For info</p> <p>Cecilia</p> <p>Cecilia</p> <p>Mubarak</p> <p>Cecilia</p> <p>Fern Yong/Mubarak</p> <p>All responsible to do the needful</p>
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	<p>Parking&Shuttle – Jit Chien Signage & Cheers – Kenny Activity Booth – Ms Hau Stage& Event Area – Ramesh/Elgy Medals – Cecilia, 4 main comm. + Ramesh + Mubarak + Fern Yong</p> <p>To prepare 1 round table + 10 chairs at registration booth as waiting area for VVIP representatives for receiving of memento.</p> <p>Water Station (3 stations) – X Dustbin (6 stations) + 4 (event area) - D Cecilia to buy 50 pcs big garbage bags Signage & Cheer Station (9 stations using flags) – S Cooler box (finishing line) – Ramesh to buy ice</p> <p>Police Bantuan not supplying cones as previously informed. We will have to source for cones for blocking of road. To source for at least 250 cones for our event.</p> <p>Police Bantuan will assist on traffic and also will lead the race and inform once last runner completes the run. To provide 15 pcs t-shirt and lunch for police bantuan.</p> <p>Agreed that we need to add additional toilets units from 4 to 6 units, 2 units for men and 4 units for ladies with labels.</p> <p>Final charity run meeting and meeting with MC will be at 9am on 16thAugust at Swift office. All are advised to attend.</p>		
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With no other matters arising the meeting ended at 5.00 pm. The next meeting will be held on 12th Sept 2019 at 2.30 pm at JPSFA Office.